

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES

Board Meeting May 19, 2010

The May LMCA board Meeting was held on Wednesday, May 19, at the home of Loren Scieurba, 6309 Manchester Way. Members Present: Loren Scieurba (President), Linda Carter, Joel Kaplan, Bill Menzies and Dan Aminoff. Also present were Marty McDonald (Treasurer), Roger Casalengo (Property Manager), and Heather McGhee (Secretary). Homeowners present: Simon Bennett, Bill Evans, and Chris Dale. Absent were Delia Riso (Vice President) and Bill Gaffney.

Loren convened the meeting at 7:00 p.m. The minutes of the April 14, 2010 meeting were approved.

Financial Report

Marty McDonald started by stating that there were no extra expenses this month and that the CD rates are still low. The current rate for the LMCA Savings account is 0.8%. He reported on the prices he had researched for a new laptop. He said that the best rate for a 17 inch Dell laptop was through the Dell website. Their price of \$1,185 included all taxes, and QuickBooks 2010. For an additional \$29 he could also add in a flash drive, which he would use to provide data to the auditor. The same computer at Best Buy was \$795, and \$740 at Ft. Belvoir, but neither included QuickBooks, so it would be an additional \$400 to purchase that software. Dan asked if LMCA had budgeted for a new computer and Loren stated that no, they had not. Marty explained that the cost would come out of the office supplies portion of the budget. Loren then asked whether LMCA really needed a laptop because members of the Board use their own computers for Board business and because the community had already purchased an external hard drive, the LMCA Treasurer's data was already portable. Marty said he needed to upgrade to the newer version of QuickBooks and it would not work on his existing computer. Dan then asked if the price stated by Marty included a warranty. Marty said that yes, a year-long warranty for the computer would be free. All agreed that it was not necessary to purchase a longer warranty.

Joel Kaplan moved that Marty purchase the laptop costing \$1,185 from Dell. Linda Carter seconded the motion. Approved 5-0. 2 Absent

Property Report

Roger Casalengo began by stating that all in all the property looks very good. He then addressed the recent tree trimming. He said there had been some changes at Tyson's Tree, the service LMCA has used for years and the arborist and trimmers who used to service our property no longer worked there. This year, he switched to Valley Crest, who also presented the best price. He said there were some instances of philosophical differences between homeowners' and the Valley Crest arborist when it came to the trimming of Bradford trees. The arborist from Valley Crest did not believe in crowning the top of a Bradford tree, but that is what Roger and the other homeowners had come to expect. This resulted in customer dissatisfaction. Roger said Valley Crest would be returning on Saturday to finish the work and crown the Bradfords. In addition, there had been one instance of a tree being cut without the homeowner's permission. All in all, Roger said, that with these few exceptions homeowners have been satisfied with Valley Crest. Bill M. asked whether Valley Crest would be adjusting their fees based on these few issues.

Roger responded that Valley Crest is returning Saturday with the hope of making the customers happy. Linda suggested that for future trimming, the arborist should hold consultations on the weekends when homeowners are home and can participate. Roger agreed that Linda had a good idea. Loren stated that he appreciated Roger's concern about the work that was done for homeowners, but also said that LMCA is the middle man in this scenario since homeowners are paying for the service themselves and that LMCA can't take responsibility for something that was contracted between a homeowner and Valley Crest. Loren noted that it wasn't Roger's responsibility to oversee the jobs initiated by the homeowner. Bill E. asked whether all Bradford trees were being trimmed and Roger said that only the ones that were discussed would be cut. Loren explained that there are several ideas as to how trees should be trimmed. Loren asked whether there was a way to prevent trees that shouldn't be trimmed from being touched by marking them. Roger explained that generally Valley Crest management is very good about this, and these problems only arise when a replacement team is brought in. He continued by stating that the arborists have the homeowner names, addresses, and the locations trees that need work.

Roger continued the property report by stating that the landscaper had recently put in the summer flower rotation. He also reported that the solar sink irrigation system seemed to be working and that he would continue to evaluate it for another month. He stated that its purpose was to save money by avoiding needless watering.

Roger reported that there are a few projects that need to take place. The first of which has already been taking care of which was placing a new light sensor in a light pole which cost \$300. Other projects include the power washing of the brick wall, and walkways, the staining of fences, pavement repairs and the removal of dead plants on the Manchester berm. An additional project is the removal of secondary bramble covering the fence on the berm. Roger reached out to four contractors for their bids for all the above mentioned projects and three people returned with estimates. The first was \$9,232, which did not include the removal of the bramble, the second was \$4,350, which didn't include the pavement repair and the best bid was by Alfredo who said he could do everything except the bramble for a price of \$3,300. Loren instructed Roger to get an estimate from Alfredo for the removal of the bramble, so that it could be presented to the Board via email. Bill M. suggested looking into handling the bramble in a way that may prevent it from returning again.

Joel Kaplan moved that the Board approve the low bid of \$3,300. Dan Aminoff seconded the motion. Approved 5-0. 2 Absent.

Other Business

Marty updated the board on the issue with LMCA's workers compensation insurance. He stated that he had received an additional bill of \$350 since the last meeting. He explained that the insurance company's audit report assumed salaries of \$64,000 which established the premium. Marty said he informed them the policy was primarily to cover independent contractors in the event a court found them to be employees for the purpose of a workers compensation claim. He said he submitted the actual salaries and contractor fees to Travelers in the hope that the premium will be adjusted. Loren suggested that if Travelers did not make the adjustment, that LMCA should shop elsewhere for coverage.

Roger asked if Mary would be interested in repairing a bench he had worked on previously and Marty agreed. Dan asked for an update on the French drain project and Roger explained that it had been completed. Roger continued by saying that the brick swale project has also been completed.

Loren then asked for volunteers to pick up the Mews News since Marty had just had surgery. Marty said he could still do it and Joel offered to go with Marty to assist him. Loren also brought up the idea of emailing the Mews News to residents in addition to mailing it. Linda agreed and said that email the Mews News was a good idea. Loren stated that this month he would email the Mews News in addition to the hard copy they already receive. Roger stated that the idea had been brought up before and it was vetoed. Marty mentioned that we was working on re-creating a phone directory for LMCA and Loren explained that Heather was already incorporating phone numbers, addresses, and email with the vehicle decal spreadsheet, and suggested that they work together.

Loren brought up the issue of AAA refusing to collect cardboard with trash, as mentioned in the email he sent to the community prior to the meeting. He reminded the Board that AAA will not pick up clean cardboard if it is set out with the trash; it must be with the recyclables. On behalf of the Social Committee, Loren asked for a volunteer to cook for the annual National Night Out. No one volunteered, but Joel suggested that a caterer be hired instead. Loren said he would ask the Social Committee to solicit bids for the next meeting, and noted that this expense should not come out of the existing Social Committee budget. Loren also said that the Social Committee was need of a volunteer to pick up the items from the police from National Night Out and Roger volunteered.

Dan brought up the fact that the address shown for his home as host of the July Board Meeting was wrong on the website. Bill M. also said that since Siham was originally hosting the August meeting and since she is no longer on the Board that he would host in her place.

Chris Dale asked what was being done about homeowners who have been told to fix certain things on their property and who have refused to do so. Loren said that any home that distracts from the appearance of LMCA affects the property value of all the other homes. He said he had discussed this with Richard Fiske and that he will be dealing with those offenders after the next round of inspections. Roger stated that the Covenants Committee is extremely important and Marty suggested looking towards hiring a Covenants Chairperson since Richard is doing it on a temporary basis. Loren said that it is a very demanding job and that Richard is helping the community out greatly by holding the position with no pay. He also added that after the next round of letters go out Richard would likely be attend the next Board meeting to report on the progress. Roger stated that they need a no nonsense, tough-nosed person to take on the job and he believes he may have someone interested.

There being no further business, Joel moved that the meeting be adjourned, it was seconded by Dan and the meeting was adjourned at 8:15 p.m. The Board's next meeting will be Wednesday June 9, at Roger Casalengo's home, 6325 Manchester Way, beginning at 7:00 p.m.

Respectfully submitted,

Heather McGhee
Secretary, LMCA